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Approved For Release 2003/05/05 : CIA-RDP84-00780R002400020029-5

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P 1 3 6 3
Personnel 17

Director of Personnel

5E56 Hqs

Please provide an outline for Colonel
White's remarks, not later than 11 March.

John W. Coffey

Att

Cy of Memo for Record, dtd
15 Feb 68, by ADD/S, subj:
Special Retirement Information
Seminars

Assistant Deputy Director for Support

7D18 Hqs

ADD/S:JWC/ms (15 Feb 68)

Distribution:

Orig - Adse, w/cc of Att (DD/S 68-0782)
1 - DD/S Chrono
1 - DD/S Subject, w/O Att & Background ✓

DD/S 68-0782

15 February 1968

MEMORANDUM FOR THE RECORD

SUBJECT: Special Retirement Information Seminars

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1. The program for the first retirement information seminar was reviewed in detail by Mr. Wattles, Dr. [redacted] and the undersigned. Mr. [redacted] and I are satisfied that Dr. [redacted] staff has assembled talent both knowledgeable in the particular subject to be presented and in public presentation.

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2. Dr. [redacted] indicated that he has been discussing with Mr. Richardson the assumption of responsibility for the seminars by the Office of Training. We turned this around and agreed that Dr. [redacted] would be the seminar coordinator for at least the first running.

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3. Dr. [redacted] identified one red tape type confusion concerning the designated Internal Revenue Service speaker. We telephoned Mr. Houston to enlist OGC assistance in unraveling this matter and getting IRS "front office" approval for Mr. Secrist to speak.

4. I advised Colonel White by telephone of the outcome of our review. I also asked if he would make the opening remarks at the first seminar. This he readily agreed. He asked that we produce for him ideas as to what he should cover.

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[redacted]
John W. Coffey
Assistant Deputy Director
for Support

cc: Director of Personnel

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